



Middle School DECA Meeting Agenda Sample November Meeting

| Time | Objective | Activity |
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| 10 minutes | Build teamwork skills and help students become comfortable with each other | Play ice breaker/team building game. Engage all students. (Offer food during the beginning activity) |
| 5 minutes | Learn about the different components of DECA | Show DECA Inc. membership video https://www.youtube.com/watch?v=KYIx-3XQjuY |
| 10 minutes | Learn about your local DECA chapter opportunities | High school DECA members share their experiences with the organization |
| 5 minutes | Learn about upcoming activities and meetings | Hand out the middle school DECA calendar of events |
| 5 minutes | Learn about DECA competitive events | High school DECA members demonstrate a brief role play example |
| 5 minutes | Close meeting | Recap meeting. Go over any extra DECA tips and promote higher numbers at next meeting. |



Middle School DECA Meeting Agenda Sample December Meeting

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| 10 Minutes | Build teamwork skills and help students become comfortable with each other | Play ice breaker/team building game. Engage all students. (Offer food during the beginning activity) |
| 10 Minutes | Familiarize students with DECA multiple choice tests | Give students a practice 10 question test and explain concept of DECA multiple choice tests. Go through a few questions as a group. Let them complete the rest by themselves. |
| 5 Minutes | Help students improve multiple choice test skills | Go over practice multiple choice test and explain answers. Give prizes to students who get select questions correct or the students with the highest score |
| 10 Minutes | Familiarize students with DECA role plays | Explain concept of DECA role plays. Perform an example role play for the students. Provide the students with role play tips. |
| 5 Minutes | Close meeting | Recap meeting. Go over any extra DECA tips and promote higher numbers at next meeting. |



Middle School DECA Meeting Agenda Sample January Meeting

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| 10 Minutes | Build teamwork skills and help students become comfortable with each other | Play ice breaker/team building game. Engage all students. (Offer food during the beginning activity) |
| 10 Minutes | Help students improve DECA role play skills | Give students time to prepare ideas and construct a short presentation. |
| 10-15 Minutes | Improve student's confidence when presenting to others | Have each student partner up and present role play to their peers as if it were the real thing! Each student should present at least once. If you have additional time, have them switch partners and present another time. |
| 5 Minutes | Debrief role play | Go over presentations with students. Ask what they saw that went well and what could be improved. |
| 5 Minutes | Close meeting | Recap meeting. Discuss upcoming competition details with students. |

